

TOWN OF CONCORD PLANNING BOARD
Town Hall

October 7, 2025
7:00 p.m.

ITEM # 1:

The meeting was called to order by Planning Board Chairman Edbauer, at 7:00 p.m.

ITEM #2: Roll Call

Present:

Jospeh Edbauer, Chairman
James Jozwiak
Julie Zybert
Michael Cochran
Guy Marlette
James Miller
Ryan Ploetz

Also Present:

Darlene Schweikert
Clyde M. Drake, Council Member
Thomas Roberts, CEO
Kevin Manchester
Autumn Hoch-McCaslin
Mark Bouquin

ITEM #3: Citizen Participation

There was no Citizen Participation.

ITEM #4: Comments from Town Board Liaison

Council Member Drake advised the members that:

a) It is budget time for the Town now and he is working hard to get the members an increase due to all the extra meetings the members have been having this year and all their work on the Code update.

b) With regard to the RIC Energy Solar Project Draft Environmental Impact Statement, the Town received a letter from the NYS DEC stating that a Project Jurisdictional Determination has been submitted to the NYS DEC Region 9 Bureau of Ecosystem Health. If it is determined that the proposed project will impact NYS DEC freshwater wetlands or the regulated 100-foot adjacent area, an Article 24 permit will be required. Also, there is a Public Hearing scheduled for next Tuesday, October 14th for public comment in regard to the Draft Environmental Impact Statement.

c) J. Miller asked Council Member Drake if there was anything to report on the Giordano matter that was referred to the Town Board. This was on the September 11th Town Board meeting but was tabled that night because Supervisor Drozd had a conversation with Mr. Giordano earlier in the day and advised him of the options: ZBA or Special Use Permit. J. Miller questioned how long this matter will drag on. G. Marlette asked if Mr. Giordano has yet applied to the ZBA and Secretary Schweikert said

he did not. Chairman Edbauer believes that after a certain point a letter should be sent to Mr. Giordano telling him that he has a certain number of days to comply.

ITEM #5: Approval of Minutes

a) September 2, 2025

M. Cochran made the motion, seconded by J. Jozwiak, to approve the Minutes as presented. All in favor. Carried.

ITEM #6: Autumn Hoch-McCaslin- 13468 Belscher Road

Chairman Edbauer asked Autumn Hoch-McCaslin to address the Board with regard to her proposed business. Mrs. McCaslin advised that she wants to open a home bakery and is requesting the Board's approval for a Home Occupation Permit. Mrs. McCaslin is currently a registered with New York State Home Processor for baked goods and she would like to put a farmstand to sell out of her driveway. M. Cochran asked about the location of the farmstead since her property is right at the corner of Route 39 and Belscher Road. Mrs. McCaslin noted that it won't be right at the corner; it will in the driveway a little bit because NYS actually owns a part of their driveway. People would be able to park up in the front and then walk down a little bit to the farmstand. It is definitely more than 45 feet. M. Cochran asked if she would be putting a sign up and Mrs. McCaslin said she would like to put up a sign; a small little sign. M. Cochran advised her that the Town has sign requirements and she should review this with CEO Roberts and get a sign permit. Chairman Edbauer asked if she will have any employees; she will not/just herself. CEO Roberts advised Mrs. McCaslin that he will need to do an inspection of the cooking facilities and layout of the area; he will schedule this inspection with the owner.

Chairman Edbauer asked if there were any further questions; there were none. J. Jozwiak made the motion, seconded by G. Marlette, to approve Autumn Hoch-McCaslin's Home Occupation Permit for a home bakery located at 13468 Belscher Road. All in favor. Carried. Secretary Schweikert advised that once the Home Occupation Permit is signed by Chairman Edbauer and CEO Roberts, she will forward a completed copy to Mrs. McCaslin for her file. Mrs. McCaslin thanked the Board and let the meeting at 7:08 p.m.

ITEM #7: Mark & Melissa Bouquin- Garage/Front Setback

Chairman Edbauer asked Mark Bouquin to address the Board with the regard to plan for a garage. Mr. Bouquin advised that he would like to build a little garage in the front yard of his house where there is currently a parking area. The Bouquins have been getting hit by the people trying to break into cars in the area, so he would like to build an enclosure for the vehicles; this will help in Winter weather as well. CEO Roberts had advised him that they would need to get approval because the building would be 42 feet from the garage to the road; not 50 feet. His driveway comes downhill

and it would go right there where the parking area is; it is really the only place he could put it due to the topography of the property. The location would be 8 feet shy of the requirement. J. Jozwiak asked the dimensions of the proposed garage; it would be 28'x28'. G. Marlette asked if the County has anything in the right of way right now; like a drainage ditch? Mr. Bouquin said no, nothing is there. The members had no issues with this matter. J. Miller asked CEO Roberts if he had any issues with this; CEO Roberts did not; this is a formality. The location is less than 50 feet and the Town Code currently says that the front yard is 50 feet with the exception of a garage minimum requirement for setback from the edge of a right-of-way of 20 feet when approved by the Concord Town Board; comes to the Planning Board first and that Board would recommend to the Town Board. G. Marlette asked if Erie County would have to sign off and CEO Roberts noted that it is not within their easement so Erie County approval is not required. M. Cochran made the motion, seconded by J. Miller, to recommend this matter to the Town Board for approval. All in favor. Carried. Secretary Schweikert advised Mr. Bouquin that since the Planning Board recommended this matter to the Town Board, Council Member Drake will present this matter at tomorrow's Town Board meeting; it is on their agenda. Mr. Bouquin will try to be in attendance. CEO Roberts asked when Mr. Bouquin would like to start construction; Mr. Bouquin said if the weather stayed dry he was hoping to start building in November but it could be Spring. Mr. Bouquin thanked the Board and left the meeting at 7:13 p.m.

ITEM #8: Business from the Members

a) J. Jozwiak said he was glad to be done with the Code update project. Secretary Schweikert advised that General Code was advised on complete the final draft.

b) J. Miller had questions about the business on Genesee Road that is splitting wood and has pallets of wood roadside; 8765 Genesee Road. M. Cochran asked what the concern was? There are pallets roadside. J. Miller said he's running a business. Chairman Edbauer said that firewood is an agricultural product; it is not kiln dried/processed. This was discussed years ago when Kevin Thie had that firewood kiln matter. G. Marlette said it is considered agricultural. G. Marlette noted that NYS considers this a business and maybe the Town should look into regulations which could involve zoning, how the firewood is stacked/stored/how much and the roadside view; make the owner get some kind of permit. The members will research this further and discuss at another meeting. J. Miller advised that he thinks it is getting bigger and bigger.

c) CEO Roberts continued on the Kevin Thie Special Use Permit. Mr. Thie stopped operations last year and it will be one year coming up in November; CEO Roberts will revoke the Special Use Permit. Mr. Thie actually relocated and sold the property but for closure on the matter, CEO Roberts will revoke the SUP.

d) Chairman Edbauer asked CEO Roberts about the property at Springville Boston Road and Townsend Road. CEO Roberts advised that this property is owned by Justin Mills. Mr. Mills is intending to build a residence on the northern end of the property by the pond. Mr. Mills has discussed a possible rezoning of the property in

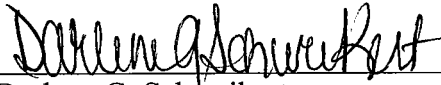
the future for a storage building. The owner is moving dirt around and making a berm but this does not need a permit for that from the Town; his understanding is that the owner may be putting plantings on the berm to buffer the location for the neighbors.

e) Chairman Edbauer advised that there is a 2025 Local Government Training session on Monday, October 27th from 5:30 p.m. to 8 p.m. in Cheektowaga. M. Cochran and R. Ploetz have already signed up; Chairman Edbauer, J. Miller and G. Marlette asked Secretary Schweikert to register them for the training as well. The members are required to get four hours of training annually. This training session will give the members 2 hours of credit.

f) J. Miller noted that if any other members missed the Town's Workplace Violence/Sexual Harassment training, the Village will be having theirs on Tuesday, October 14th; morning session at 9 a.m. and an evening session at 6:30 p.m. at the Municipal Building located at 65 Franklin Street. J. Zybert said that there was only a week's notice for the Town's training; she suggested the Town give a little more notice next year.

ITEM #9: Motion of Adjourn

J. Miller made the motion, seconded by M. Cochran, to adjourn the meeting at approximately 7:32 p.m. All in favor. Carried. The next meeting will be Tuesday, November 4, 2025. Secretary Schweikert advised that she will not be in attendance at this meeting; Deputy Town Clerk Safford will be the Secretary at the meeting.



Darlene G. Schweikert
Planning Board Secretary